



AL-FURQAAN ISLAMIC SECONDARY SCHOOL

P.O.BOX 25439 Dar Es Salaam, TEL: +255 672 565 2 78 Or +255 712 79 028 3

www.alfurqaanislamicsschool.ac.tz E-mail: info@alfurqaanislamicsschool.ac.tz

Date

The parent/guardian of:

.....

.....

Assalaam alaykum.

RE: BEING SELECTED TO JOIN FORM _____ STUDIES IN ACADEMIC YEAR 2021

Refer to the heading above.

Al-furqaan Islamic Secondary School congratulates you for being one of the selected student to join with Secondary Education for the Academic year 2021.

All selected students are required to read, understand and abide by instructions provided herein.

All parents/guardians have to pay school fees for their children as per school fees structure and terms of payments instructed. Submit the **Original Bank Deposit Slip** indicating clearly the student's name.

No student shall be registered or attend classes unless he/she has paid the required school fees.

Fee structure is attached with this document.

Thank you for choosing Al-furqaan Islamic Secondary School being your partner in education.

Yours in service!

.....

Idrisa A.Khassim
The Headmaster

Al-furqaan Islamic Secondary School 2021



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JOINING INSTRUCTION

ABOUT OUR SCHOOL

AL-FURQAAN ISLAMIC SEMINARY SECONDARY SCHOOL is an Islamic institution under the Al-furqaan Islamic Center Foundation. The institution Aims at providing both Secular and Religious quality education to its students. The school considers education as the first priority to mankind. As it is referred from the holy Quran, *“and he taught Adam the names-all of them. Then he showed them to the Angels and said, ‘inform me of the names of these, if you are truthful’”* (Quran 2:31)

LOCATION OF THE SCHOOL

- The school located at Mbagala Kingugi Temeke Municipality in Dar es salaam.
- On your way to Al-furqaan as you come from the town, take the bus heading to Mbagala Rangi Tatu drop at Zakhem bus Station. Cross the road towards **Dar Live** and take another bus heading to Kingugi then drop at **Njia Panda ya Kiislamu**. From there you will have reached at our school.

DATE OF ARRIVAL AND COMMENCEMENT OF CLASSES

The school will be officially opened for 2020 academic year on 6th January 2020. For the boarding students they will be needed to arrive at school on 5th January before 0300pm. Any student who will arrive after the required time he/she will not be allowed to enter in the school campus.

ACADEMIC ACTIVITIES

- All academic activities are running from Monday to Saturday throughout the week.
- English language is the Medium of instruction used all over the school. Since English is the medium of instruction at the Secondary Level, all students are urged to communicate using English or Arabic in order to improve their speaking and writing skills in English Language and other subjects.
- Ordinary level Secondary Education takes four (4) years. Therefore a student must study hard to complete his/her studies successfully.
- A student must perform very well in all of his/her annual examinations to be promote to the class.
- Arabic is among of the language taught and used for communication in our school.

SCHOOL UNIFORMS

BOYS UNIFORM

- Dark blue trouser
- White Shirt
- Light- Blue T-shirt
- Black shoes
- White socks

GIRLS UNIFORM

- Dark blue trouser
- White Half Kanzu dress
- White Juba(hijab)
- Purple Abaya(baibui)
- Black shoes
- White socks

BOARDING SCHOOL REQUIREMENTS

The boarding students are required to come with the following items:

A: BOYS REQUIREMENTS; -

- 1- Mattress (ft 2¹/₂ x 6) 4 inch
- 2 pairs (light blue) Bed sheets
- 1 - Pillow (Light blue)
- 1- Towel
- 1- Trunke
- 1- Bucket
- 1- pair tracksuit (light blue)
- 1- pair of Sports rubber(white)
- 2- pairs white Kanzu.
- 1 - Mosquito net (blue)

B: GIRLS REQUIREMENTS

- 1- Mattress (ft 2¹/₂ x 6) 4 inch
- 2 pairs (light blue) Bed sheets
- 1 - Pillow (Light blue)
- 1- Towel
- 1- Trunke
- 1- Bucket
- 1- pair tracksuit (light blue)
- 1- pair of Sports rubber(white)
- Black baibui and Juba (Hijab)
- 1 - Mosquito net (blue)

NB: Any other extra clothes apart from those mentioned above are strictly prohibited.

SUBJECTS OFFERED ARE

- **Science subjects**
(Basic Mathematics, Physics, Biology and Chemistry)
- **Business subjects**
(Commerce & Book keeping)
- **Arts subjects** (English Language, Civics, Kiswahili, Geography & History)
- **Islamic Knowledge**
(Quran recitation & Tahfidh, Hadeeth, Akhlaaq, Arabic Language & Elimu ya Dini ya Kiislamu)
- Computer studies

SCHOOL FEES STRUCTURE AND TERMS OF PAYMENTS

School fee is Tz Sh 1,500,000/= for day students and
Tz Sh 2,400,000/= for boarding students.

FEES PAYMENTS TERMS FOR DAY SCHOLARS

No.	AMOUNT PAYABLE	PERIOD OF PAYMENT
1	800,000/=	First Installment (1 st) : Done before reporting day
2	400,000/=	Second Installment (2 nd) Done in April
3	300,000/=	Third Installment (3 rd): Done in July
	1,500,000/=	TOTAL

FEES PAYMENTS TERMS FOR BOARDING STUDENTS

No.	AMOUNT PAYABLE	PERIOD OF PAYMENT (TERMS)
1	1,000,000/=	First Installment (1 st) :Done before reporting day
2	800,000/=	Second Term (2 nd) Done in April
3	600,000/=	Third Term (3 rd): Done in July
	2,400,000/=	TOTAL

School fees should be paid through,

KENYA COMMERCIAL BANK (KCB) ON ACCOUNT NUMBER. 3 3 0 0 0 5 7 4 3 4

OR

AMANA BANK ON ACCOUNT NUMBER. 0 0 112 0 0 6 6 9 3 0 0 0 1.

School name ALFURQAAN ISLAMIC SECONDARY SCHOOL

We are strictly not receiving cash payment to the school. We encourage parents and guardian to pay for student school due promptly.

Any delay of payments will lead to students being discontinued from studies.

OTHER CONTRIBUTIONS

ACADEMIC

NO.	PARTICULARS	FORM I	FORM II	FORM III	FORM IV
1.	EXAMINATION		30,000/=	-	80,000/=
2.	STUDY TOUR (ZANZIBAR)	150,000/=	150,000/=	150,000/=	150,000/=
3.	REAM	12,000/=	12,000/=	12,000/=	12,000/=
6.	IDENTITY CARD	5,000/=	5,000/=	5,000/=	5,000/=
7.	GRADUATION	20000/=	20000/=	20000/=	100,000/=
4.	COUNTER BOOKS	-	-	-	-
5.	FILES	-	-	-	-
TOTAL		187,000/=	217,000/=	195,000/=	347,000/=

UNIFORMS

NO.	ITEM	QUANTITY	BOYS	GIRLS
1.	BOYS' UNIFORM	2 pairs	60,000/=	100,000/=
2.	T-SHIRT	1 pair	20,000/=	-
3.	SWEATER	1 pair	30,000/=	30,000/=
4.	CASUAL UNIFORM	2 pairs	53,000/=	62,000/=
TOTAL			163,000/=	192,000/=

FOOD AND MEALS

NO.	FOOD AND MEALS	PAYMENTS
1.	BREAK FAST	-
2.	LUNCH	-

TRANSPORT

NO.	TRANSPORT	MONTHLY PAYMENTS
1.	TRANSPORT (MONTH)	50,000/=

SCHOOL RULES AND REGULATIONS

1. As a student you should recognize Islam as your religion and the purpose of your being. For that case anything out of Islam is strictly prohibited, and whoever go against Islamic teachings shall be suspended.
2. Each student should strength his/her love to Allah (S.W) and his prophet (S.A.W), his religion and to his/her fellow believers. Showing hatred to Allah and his prophet is an offence which cause one to be seriously punished.
3. Despite Allah's entitlement upon each Muslim, a student is responsible to worship Allah within and out of the school. For the student who doesn't worship Allah shall be expelled.
4. Students should be punctual, reporting to school and in the classes on time. The repotting time is 7:00AM.
If a student arrives at school after 7:00AM he/she must report to the T.O.D'S office to receive an admit or tardy slip. Student must required to come to school before 7:00AM.
5. Each student should attend all sessions, doing exercises, tests, and all examinations provided at school. A student who will go against this will be dismissed from school.
6. Absenteeism is not allowed. In case of absence, parents must inform the school administrations immediately and on student returning to school the parents must write a letter explaining the main reason which made the student being absent on that particular day. For the case of sickness students must come with medical reports from the recognized health centre on returning to school. Failure to observe this, a student shall be suspended.
7. A student must be in school uniform on the way to school, at school, and on the way to home from the school. Once any student found having no school uniform he/she shall be entitled to receive a serious punishment.
8. **Outfits that are not** related to Islamic doctrine are prohibited. Once a student shall be caught a victim he/she shall be suspended.
 - i) Girls outfits must cover the whole body except face and hand (Hijab)(24:31) failure for a student to be in Hijab she will be suspended or given a serious punishment or both.
 - ii) Boys outfits should be decent example white gown (Kanzu) and not tight trousers. Doing contrary a student will be entitled to receive a serious punishment.
9. Avoid using cosmetics and ornaments inside and outside the school.
 - i) Girls should not make-up (foundation, concealed, blusher, powder, eyeliner, eye shadow, lip-gloss, lip liner, lipstick, mascara, nail polish, high hills, curl, relaxer etc). Going against to this rule a student shall be seriously punished.
 - ii) Boys are not allowed to keep long hair long, nails, tattoos and shaving styles. Any boy who going against to this rule he will be suspended.
10. Students are prohibited to provoke, persuade or to involve in strike(s). A student will be dismissed from school if he/she will engage in such nuisance.
11. It is prohibited to attend disco, night clubs, boos, Guest house, playing pool table and betting. To any student who will violate this rule shall be suspended.
12. A student is a part and parcel of school property. He/she is responsible to protect his/her own properties, school properties and his/her fellow's belonging. The one who will destroy, steal or involve in stealing strict measures will be taken upon him/her including being suspended from the school.
13. Buildings and surroundings of the school campus must be kept clean and tidy. Do not deface or damage schools property. Student who vandalizes the school property will make restitution.
14. Students must maintain peace and order when moving to different place and areas of the school. Do not chase each other. Once any student shall be seen being disorderly a serious punishment shall be provided.
15. A student must report his/her problem to the school administration by following the school hierarchy for the case of any problem starting from student's Government to class teachers, discipline, T.O.D or any other teacher. A student is required to face headmaster (HM) or Deputy if his/her problem won't

be resolved. For any student who won't report his/her problem to the school administration shall be punished or be expelled.

16. A student must be smart all the time. He/she must involve in general school cleanliness. The one who will go against this rule will be punished.
17. Unnecessary noise is not allowed in the school compound. This is to maintain Islamic doctrine (Qur-an 31:19) any student who will go against this rule will be punished accordingly.
18. Student must remain within school boundaries at all times. Student who leaves the campus must have a permit from the authority and be accompanied by a parent or guardian. Leaving campus without consent is an offense; A student will be punished accordingly or being suspended.
19. It is prohibited for girls and boys to be in one group without a legal permission from their teachers, any student who will involve him or herself in opposite pairs or pairing shall be punished seriously.
20. The school is authorized to undergo emergence inspection on student's properties. Student must provide the necessary cooperation for easily conduct of this exercise.
21. A student is not allowed to contact or to receive a visitor of any kind without permission from school administration. If it will happen, a student to receive a visitor(s) without permission from the authorities he/she shall be punished.
22. The following are not allowed in the school;
 - i) Radios, Laptops, iPod, cell phones, pagers, Sim card and other electrical equipments.
 - ii) Yoyos, darts, slingshots and other potentially dangerous toys.
 - iii) Pets
 - iv) Skate boards, roller-skates, roller blades, razors.
 - v) Valuable, extra money, computer games, items of sentimental value.
 - vi) Fireworks, matches
 - vii) Weapons, toys, gum and sharp tools. Whoever shall be found with any of the above mentioned materials shall be punished and the said item shall be confiscated.
23. Buying or selling of personal items and trading is not allowed. Any students who will go against will be punished.
24. Avoid abusive or profane language and abusive gestures (Disorderly conduct in a class is an offense)
25. Scorning is strictly prohibited. Any students who will go against this rule will be punished accordingly.

NOTE: Respect each other all the time, disagreements will be settled by discussing the problem and finding solutions that is fair to all parties. Each student must observe and respect school rules and regulations.

I have read the above rules and regulations of Al-furqaan Islamic Seminary Secondary School and I have understood them properly.

I promise that with respect I shall obey, observe and abide by all the stated rules and regulations as above. May Allah help me.

Name: Age: Sex:

Class/level: Year:..... Date:.....

Student's Signature:..... Parents Signature:.....

Discipline Teacher's Signature:..... Head Teacher's Signature:.....